

Meeting:	Senior Nurse and Education Workforce Group	
Date:	26 January 2015	
Time:	10:00 am	
Venue:	Evolve Business Centre	
Present:	Name:	Initials
	Joanne Atkinson, Director of Programmes, Northumbria University Rachel Bannister Young, Cancer Lead Nurse, Sunderland Jane Beveridge, Nurse Consultant, Newcastle Andrea Clark, Director of Patient Services, Teesside Hospice Melanie Clarkson, Senior Lecturer & PDF JCUH, Sheffield Hallam University/South Tees Barbara Convery, Macmillan Patient Experience Project Manager, NESCN Alison Featherstone (Chair), Network Manager, NESCN Jacky Melrose, Cancer Modernisation Nurse, Gateshead Gail White, Education and Development Lead, St Benedict's Hospice	JA RBY JB AC MC BC AF JM GW
In Attendance	Helen Douglas, Network Admin and Support Officer, NESCN	
Apologies:	Name:	Initials
	Sonia Connors, Palliative Care Physiotherapist, Northumbria Kirsty Curran, Assistant Clinical Business Manager, South Tyneside Nicky Hand, Lead Cancer Nurse, South Tees Helen Roe, Consultant Cancer Nurse/AOS Lead, North Cumbria Gill Starkey, Lead Cancer Nurse, Northumbria Caron Woodward, Lead Cancer Nurse, County Durham and Darlington	SC KC NH HR GS CW

MINUTES

1.	INTRODUCTION	Lead	Enclosure
1.1	Welcome and Apologies		
	AF welcomed all to the meeting and introductions were made. Apologies were noted as above.		
1.2	Declaration of Interest		
	There were no declarations made.		
1.3	Minutes of the previous meeting (15/09/14)		
	The minutes of the previous meeting were agreed as an accurate record.		
1.4	Matters arising		
	<ul style="list-style-type: none"> Research Leaflet It was agreed that it would be useful to use this leaflet across all specialties and across the network. Some amendments will be made to make this generic. The leaflet will be forwarded again for consultation.	AF	

		<ul style="list-style-type: none"> • Wigs <p>AF informed the group that information was produced to be given to service users to make enquiries locally about wig services.</p> <p>Members discussed this and noted that there are particular problems in Gateshead and Durham. It was agreed that the toolkit would be reviewed to check what questions to ask about service specification, quality and choice.</p>	BC	
2.	AGENDA ITEMS			
	2.1	MacMillan Survivorship Project – update		
		The report from the survivorship event was sent out by Mathew Crowther. Members discussed the event.		
	2.2	Patient and Carer update		
		<p>AF introduced BC who is the Patient Involvement Project Manager at the network. BC explained that the project involves working with local user groups. A scoping exercise is being carried out to map user groups and how the patient survey is being used.</p> <p>There is also a review of service user involvement in the NSSGs including nominations, support for service users and reporting mechanisms. Members discussed how best to support service users who attend groups. A training session is being held in February for members who attend site specific groups, locality groups and NSUPG.</p>		
	2.3	Network Patient Experience Survey		
		<p>The group discussed the document which has been produced by the Psychology Group. Members felt that the questionnaire is not user friendly and wondered in which setting it would be used. Concern was expressed that this would duplicate information available from the holistic needs assessment and the national cancer patient survey.</p> <p>The questionnaire has been piloted and it would be useful to find out how it has been used.</p> <p>AF will feedback discussions to the Psychology Group.</p>	<p>JB</p> <p>AF</p>	
	2.4	NCPC update		
		GW has taken over as NCPC representative. NCPC is keen to undertake local work and there is a vacancy for a second regional representative. JA informed the		

	<p>group that she has been asked to present at the national meeting in March. A full time PhD studentship has been offered at Northumbria University.</p> <p>GW is to attend the Specialist Palliative Care and End of Life Group to discuss her role.</p> <p>Five events are to be held with the one being in Leeds, however this is now full.</p>		
	2.5 Events		
	<ul style="list-style-type: none"> • Bi-annual nursing and AHP conference <p>AF discussed this event which would be scheduled for 2016. Members agreed that it would be useful to go ahead with the event and to hold discussions with Macmillan. Topics suggested were end of life, survivorship and mindfulness.</p> <p>A date will be agreed and content will be discussed at the next meeting.</p>		
	<ul style="list-style-type: none"> • Network conference – 15/05/15 <p>The network conference will take place on 15 May 2015. The plan is that this will be joint event in the morning and separate into individual networks in the afternoon.</p>		
	2.6 Sharing Good Practice		
	<p>Newcastle: Chemotherapy outreach service in place and working well. The Macmillan One to One service will continue for a further year. Prostate Cancer UK has funded a nurse post for one year. Anthony Nolan has funded a three year project. There is a lymphoma conference planned for February. The cancer conference which took place in November evaluated very well.</p> <p>Gateshead: a Macmillan end of life co-ordinator is now in place. A survivorship lead in Gynae has been appointed. The new Emergency Care Centre has opened.</p> <p>South Tees: Visitor sessions are available in the Radiotherapy Department.</p> <p>St Benedict's Hospice: An arts therapist service has been available as a project and this is to continue funded by the charity. Sunderland CCG has commissioned integrated end of life care education.</p>		

		<p>Palliative end of life care using data to make a difference workshop on 25 February in the Thistle Hotel in Newcastle.</p> <p>Sunderland: A CQC inspection has taken place. The report was generally good though there are areas for improvements. An Upper GI and Prostate nurse have been appointed. The new service user group met last week. Work is ongoing on a CQUIN end of treatment summary for three sites.</p>		
3.	STANDING ITEMS			
	3.1	Any Other Business		
		<p>AF informed the group that there is a review of the network underway. There are now only two network managers. The CNTW and DDT area teams have been amalgamated into a sub region. Specialised Commissioning is now a northern regional service.</p> <p>Sage and Thyme communications training is ongoing. There are places available in Manchester to train as a trainer.</p>		
	3.2	Next meeting		
		6 July 2015, 10:00 am, Evolve Business Centre		
	3.3	Ratification of minutes		
		The group reviewed the minutes and agreed them as a true record of the meeting.		
4.	MEETING CLOSE			
		AF closed the meeting		